

# P CARD & T CARD BILLING CYCLE TIMELINE

**This chart shows the P-card and T-card billing cycle dates for 2014-2015. Here are a few terms and the definitions of the terms.**

**Billing Cycle** - The date range for transactions posted to the managing account from which the invoice is based.

**Statement Available** – When statement is ready to print on Access Online.

**Allocate** - The last day charges can be reallocated in Access Online.

**Download Date** – The day the documents are downloaded into AASIS.

Billing Cycle	Statement is Available to Print by Noon	Last date to Allocate charges	Download Complete Date
Apr 16 - May 15 (FY 14)	May 16	May 21	May 23
May 16 - June 16 (FY 14)	Jun 17	Jun 20	Jun 24
June 17 - July 15	July 16	July 21	July 23
July 16 - Aug 15	Aug 16	Aug 21	Aug 25
Aug 16 - Sept 15	Sept 16	Sept 19	Sept 23
Sept 16 - Oct 15	Oct 16	Oct 21	Oct 23
Oct 16 - Nov 17	Nov 18	Nov 21	Nov 25
Nov 18 - Dec 15	Dec 16	Dec 19	Dec 23
Dec 16 - Jan 15	Jan 16	Jan 21	Jan 23
Jan 16 - Feb 16	Feb 17	Feb 20	Feb 24
Feb 17 - Mar 16	Mar 17	Mar 20	Mar 24
Mar 17 - Apr 15	Apr 16	Apr 21	Apr 23
Apr 16 - May 15	May 16	May 21	May 25
May 16 - Jun 15	Jun 16	Jun 19	Jun 23